



King County Board of Ethics  
900 Fourth Avenue, Suite 860  
Bank of California Building  
Seattle, WA 98164 MS BOC-ES-0900  
(206) 296-1586 FAX 206-205--0725  
board.ethics@metrokc.gov/ethics/

## **KING COUNTY BOARD OF ETHICS MEETING NOTICE**

**When:** Monday, April 21, 2003, at 4:30 p.m.

**Where:** Bank of California Building  
900 Fourth Avenue, 4<sup>th</sup> Avenue and Marion Street, Seattle  
5<sup>th</sup> floor conference room, northwest corner of building

### **AGENDA**

1. ***Approval of Agenda***
2. ***Approval of Meeting Minutes of February 18, 2003.***
3. ***New Board Counsel.*** Introduction of Alan Abrams.
4. ***Board Membership.***
  - Nominations for Board Chair.
  - Confirmation of Jerry Saltzman.
5. ***Proposed Amendment to the Post Employment Provision.*** Status report.
6. ***Meetings with Council Members.*** Status report and discussion.
7. ***Annual Board Reception—June 17.*** Discussion.
8. ***Staff Report.***
  - Financial Disclosure Program
  - Staff Informational Responses
  - Meetings with county leadership
  - Suggestions for Changes in Laws and Policies Related to OCC. Proposed review and discussion of letter from former ombudsman.

Upon advance request, reasonable accommodations for people with disabilities  
are available by calling 206-296-1586 or 771 TTY

**ALTERNATE FORMATS AVAILABLE**



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### **Minutes of the April 21, 2003, Meeting of the King County Board of Ethics**

The April 21, 2003, meeting of the King County Board of Ethics was called to order by Chair Lois Price Spratlen at 4:30 p.m. Board members in attendance were:

Lois Price Spratlen, Ph.D., Chair  
Mr. Roland H. Carlson  
Rev. Paul F. Pruitt

Margaret T. Gordon, Ph.D., and Mr. Jerry Saltzman, had excused absences.

Others in attendance:

Ms. Catherine A. Clemens, Administrator, King County Board of Ethics  
Mr. James J. Buck, Manager, Administrative Services, Department of Executive Services  
Ms. Cheryl Carlson, Senior Deputy Prosecuting Attorney and Board Counsel  
Mr. Alan Abrams, Senior Deputy Prosecuting Attorney and Board Counsel

1. *Approval of Agenda.* With the addition of two items, Mr. Carlson moved and Rev. Pruitt seconded that the board approve the proposed agenda. The board unanimously adopted the motion.

2. *Approval of Meeting Minutes of February 18, 2003.* With minor changes, Rev. Pruitt moved and Mr. Carlson seconded that the board approve the February 18, 2003, meeting minutes.

Chair Price Spratlen asked for introductions from those present.

3. *New Board Counsel.* Ms. Carlson briefed the board. Due to a recent major assignment, Ms. Carlson will not longer be available to serve as board counsel. Ms. Carlson introduced new board counsel, Mr. Alan Abrams. Mr. Abrams reviewed his experience and answered questions from board members. Chair Price Spratlen thanked Ms. Carlson for her work with the board and asked if there were any outstanding issues from her term. Ms. Carlson stated that the proposed amendment to the post employment provision under the ethics code remained outstanding; however, she would work with Mr. Abrams so that he could support the board and staff as counsel on that matter.

4. *Board Membership. Nominations for Board Chair.* Ms. Clemens briefed the board. The current term of the board chair, Dr. Lois Price Spratlen, will expire on July 31, 2003. Ms. Clemens quoted the code of ethics, K.C.C. 3.04.080: "Board of ethics—Membership and terms. There is created a board of ethics, composed of five members, two to be appointed by the county executive, two to be appointed by the county executive from a list of nominees submitted by the county council, and the fifth, who shall be chairman, to be appointed by the county executive from a list of nominees submitted by the other four members. All appointments are to be confirmed by the county council." While the two board members present were prepared to act unanimously, they decided to table the matter until the next meeting when all members would be present. Confirmation of Mr. Jerry Saltzman. Ms.

Clemens announced that the Council of King County had confirmed Mr. Jerry Saltzman on March 17, 2003. This marks the first time since 1995 that all board members serve in current terms, including appointment and confirmation.

5. *Proposed Amendment to the Post Employment Provision.* Ms. Clemens briefed the board and provided a status report on the proposed amendment to the post employment provisions under the ethics code. This process began in June 2000 with a review of the code by the board. The board subsequently drafted a proposed amendment to the post employment provisions and, following a 45-day comment period for employees and citizens, submitted the draft to the executive. The executive reviewed and approved the proposed amendment as written and transmitted the amendment to the council on March 18, 2003. On April 7, 2003, the council introduced the proposed amendment; the matter was assigned to the Law, Justice and Human Services Committee. Councilmember Larry Gossett is chair of that committee. Mr. Buck, Manager, Administrative Services Division, Department of Executive Services, and the board administrator will staff the matter. Board counsel may attend. Ms. Clemens drew the board's attention to the proposed amendment and the executive's transmittal letter to the county council included in the information packets.

6. *Meetings with Council Members.* Chair Price Spratlen informed the board that during meetings with councilmembers, they have expressed support of the work of the board and interest in its new initiatives. She noted that Chair Cynthia Sullivan invited the board to meet with the Committee of the Whole, and suggested that this opportunity will be a good transition for next year from the individual meetings of this year. Rev. Pruitt thanked Ms. Clemens for arranging all meetings and for producing valuable meeting materials. The chair noted that she will meet with the executive, along with member Ron Carlson, on May 7.

7. *Annual Board Reception - June 17, 2003.* Ms. Clemens informed the board of the annual board reception arrangements: Tuesday, June 17, 2003; 12:15 - 1:30 p.m.; Executive Sims and County Chair Sullivan have agreed to make brief comments; invitees will include department directors, deputy directors, and separately elected offices; location to be determined; light luncheon buffet.

8. *Staff Report.* Ms. Clemens briefed the board. Financial Disclosure Program. Statistics on filing compliance as of the April 15 filing deadline were as follows: of the 2119 employees required to file, only 9 had not filed for a 99.99% compliance rate; of the 448 board and commission members required to file, only 12 had not filed for a 99.97% compliance rate. As of the board meeting date, April 21, only 2 employees and 10 members had not filed. Chair Price Spratlen acknowledged the outstanding improvement in filing compliance over the past six years. Ms. Clemens noted the contributing factors leading to this success: reasonable reporting requirements, timely communication, orientation and outreach for department staff, and the work of Mr. Peter Toliver, coordinator of the disclosure program for the past three years. Staff Informational Responses. Ms. Clemens directed the board to the informational responses issued by the administrator since the last meeting. Meetings with county leadership. Ms. Clemens stated that meetings between county leadership, management and ethics administrator have been successful and provide a parallel and complementary outreach to the board's meetings with council members. Since January 14, the administrator has met, or is schedule to meet, with the following: seven department directors (all directors except one who declined); seven deputy directors; separately elected official including the Assesor, Sheriff, and Prosecuting Attorney; three immediate staff to directors; eight management teams from various departments; the executive chief of staff and assistant county executive and the chief of staff for the county council. The goals of the meetings are: 1) to raise awareness of the mission and goals of the ethics board and office; 2) to encourage inquiries to the ethics office on future actions; and 3) to increase education and training at all levels for county agencies and departments. Meetings with management teams will continue throughout the summer. Suggestions for Changes in Laws and Policies Related to OCC--Proposed review and discussion of letter from former ombudsman. Ms. Clemens informed the board that the former ombudsman, Mr. Duncan Fowler, is agreeable to attending a future board meeting regarding his letter to the board chair; however, his

current business and personal commitments prevented him from attending this meeting. She will remain in communication with Mr. Fowler to schedule his appearance in the future.

Rev. Pruitt moved and Mr. Carlson seconded the motion to adjourn the meeting. The board unanimously approved the motion and the meeting was adjourned at 5:11 p.m.

Approved this 19th day of May, 2003, by the King County Board of Ethics.

Signed for the Board: \_\_\_\_\_  
Dr. Lois Price Spratlen, Chair